

PUBLIC ACCESS ROOM

A division of the Legislative Reference Bureau

NEWSLETTER

Hawaii State Capitol ♦ 415 South Beretania Street ♦ Room 401 ♦ Honolulu, Hawaii 96813

Phone: (808) 587-0478 ♦ Fax: (808) 587-0793 ♦ URL: www.hawaii.gov/lrb/par**Legislative Timetable****January**

18th Opening Day.
 20th Non-Administrative Bill Package Cutoff.
 23rd State-of-the-State Address & Administrative Bill Package Cutoff.
 25th Last day for introduction of bills.
 31st Grants/Subsidies Cutoff.

February

17th First Lateral.
 20th Holiday - Presidents' Day.
 23rd - March 1st Mandatory 5-Day Recess.

March

3rd First Decking - last day to file non-budget bills.
 9th First Crossover.
 15th Last day to introduce substantive resolutions.
 21st Budget Decking.
 23rd Budget Crossover.
 24th Second Lateral.
 27th Holiday - Kuhio Day.

April

7th Second Decking - last day to file bills in non-originating body.
 13th Second Crossover - last day to disagree/First Crossover for Concurrent Resolutions.
 14th Holiday - Good Friday.
 21st Deadline for final form of constitutional amendments.
 24th Second Crossover for Concurrent Resolutions.
 27th Last day to file non-fiscal bills to deck for Final Reading.
 28th Last day to file fiscal bills to deck for Final Reading.

May

4th Adjournment Sine Die.

June

23rd Last day for Governor to veto bills.

July

10th Last day for Governor to sign bills.

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**Hawaii Revised Statutes vs. Session Laws of Hawaii vs. Administrative Rules**

So, you've pitched your idea, folks are coming on board, and then, here it comes... the question:
 "Now, what exactly is it that you propose to change?"

It's one thing to craft an idea about how things should work...but to transform that idea into a legislative proposal, it's important to understand what the laws currently dictate. How do you find out? Here are some tips on hunting for pertinent info on the 'current state of affairs.'



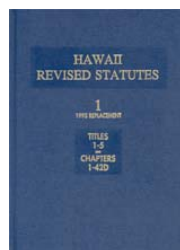
First, get into 'hunt' mode. Realize it's not necessarily going to be 'one stop shopping' for the answer to your question. You'll want to find out what the laws on the books are and what the rules and procedures are for implementing them.



Research your topic in the three primary collections of laws and rules in Hawaii.

- Hawaii Revised Statutes (HRS)**

Published by the Legislative Reference Bureau, distributed by the Lieutenant Governor's office



Often referred to in discussion as "the statutes," the Hawaii Revised Statutes (HRS), made up of 14 volumes, present the laws of Hawaii. The HRS is cumulative, providing ongoing amendments to the original laws via annual supplements. The material is arranged by general subject matter, and by title and chapter numbers.

You can find a set of the HRS in any law office, the Public Access Room (room 401), the LRB Library (room 005), or in your legislator's office. The last volume is the index – a good place to start your search. The HRS sets are updated towards the end of each year with cumulative supplements, which include all the changes and additions made to the main volumes. The paperbound supplements are filed next to the volumes they amend – always make sure to take a quick look for updates. Better yet - check the supplement first!

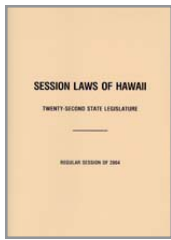
Of course, if you prefer, the HRS is easily found online, and that may be the easiest place to start. You can go to the Hawaii State Legislature's website (www.capitol.hawaii.gov) then to the bottom of the "Bill Status and Documents" page. There, you'll be able to search for specific terms in the HRS by doing a text search, or access a particular section or title. Even better, all changes through 2005 have been incorporated into this online version.

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Nomenclature: When referring to Hawaii Revised Statutes, you'll need to note the chapter and section [for example, "Section 248-9, Hawaii Revised Statutes" or "§248-9 HRS"].

- **The Session Laws of Hawaii**

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The "session laws" present all the laws enacted each session, including the constitutional amendments proposed by the legislature for the electorate to vote on. A volume is published each year. These are especially helpful for finding laws that are temporary (like the budget act or a program being implemented for a trial period).

Every bill that successfully passes through the legislative session (except proposed constitutional amendments) and becomes law is given an Act number. The Act numbers are assigned chronologically (Act 1 being the first bill enacted, Act 2 being the second, etc.). As a result, each of the Session Law volumes presents the material in chronological order rather than by topic. There is a subject index at the back of each volume, and helpful charts to cross reference among act numbers, HRS titles and bill numbers.

The Session Laws can be found in the Public Access Room (room 401), the LRB Library (room 005), or in your legislator's office. Additionally, you can find the material online (beginning with the 1999 legislative session) by going to the "Archives" area of the Hawaii State Legislature's website (www.capitol.hawaii.gov/archives). Just pick the session you're interested in, then go to the list of Acts or Constitutional Amendments for that year. Call us (587-0478) if you need assistance.

Nomenclature: When referring to a Session Law, you'll need to note the assigned Act number, and the Session in which it was passed (for example, "Act 216, Session Laws of Hawaii 2005" or "Act 216, SLH 2005").

- **Hawaii Administrative Rules (HAR)**

Maintained by the Office of the Lieutenant Governor

Remember that it is not always the law that needs changing – sometimes it is the implementation or enforcement that needs to be amended. Now we move away from the *legislative* realm and into the *executive branch*. The Hawaii Administrative Rules are developed by state departments and agencies to implement or interpret the laws passed by the legislature. They present the guidelines, limitations and parameters that the departments and agencies will follow when fulfilling and enforcing the laws of the State.

In structure, the Rules are similar to those of the HRS – they are arranged under titles, chapters and sections and are grouped by subject or area. The LRB has developed an HAR Table of Sections Implemented which cross references the Rules with the particular sections and titles in the HRS they implement. This is an incredibly useful resource, and can be found online on the LRB website (www.hawaii.gov/lrb) or in hard copy at PAR or the LRB Library.

Online, the Rules are found on the Lieutenant Governor's website (www.hawaii.gov/lrgov/office/adminrules) and on the sites of the individual departments (specific to their own areas of concern).

Nomenclature: When referring to Hawaii Administrative Rules, you'll need to note the department or agency, and the title and chapter [for example, "Chapter 16-30, Hawaii Administrative Rules (Department of Commerce and Consumer Affairs)"] or a particular section [for example, "16-30-10, Hawaii Administrative Rules as adopted by the Department of Commerce and Consumer Affairs"].

If you run into questions, take advantage of expert researchers available to assist you. Librarians in the Legislative Reference Bureau Library (room 005, Chamber level of the Capitol) are available to offer assistance if you run into difficulty. During session, the library is open Monday-Friday from 7:45 am – 6:00 pm, and on Saturday from 8:30 am – 12 noon. If you have specific reference questions, you may email them at lrb@capitol.hawaii.gov or give them a call at 587-0690.